## **Refund Policy**

Full refunds can be granted for any reason if the request is received, in writing, two weeks prior to the start of the camp session.

All refund requests received within 2 weeks to the start of a session will be refunded 50% of the registration fee. This will allow for accurate decisions on staffing, planning and supplies.

Full refunds can be issued at any time for health-related withdrawals. Medical documentation may be requested.

Email withdrawal requests to <a href="mailto:registration@rockvillemd.gov">registration@rockvillemd.gov</a>.

## **Payment Plans**

Register early to take full advantage of the payment plan options:

March 10 – April 14

- The payment plan divides the amount due into three payments
- A portion of the fees are due at the time of registration with the remaining payments due on May1 and June1.

April 15 – May 15

- The payment plan divides the amount due into two payments
- A portion of the fees are due at the time of registration with the remaining payment due on June 1.

A Visa or MasterCard is necessary to access the payment plan option. This option must be selected at the time of registration. Payment Plans are not available after May 15. Outstanding balances after June 15 could result in the child being withdrawn from the program.

To sign up for the payment plan option, select the schedule payment option online during check out or check the payment plan box on the registration form.

Please contact 240-314-8620 or <u>registration@rockvillemd.gov</u> with questions on Refunds or Payment Plans.